

REGULAR MEETING OF THE COUNCIL
CITY OF AMITY, OR

Minutes

A Continuance from June 5, 2019 Regular Meeting of the City of Amity City Council was held at 7:00 p.m. on Wednesday, June 12, 2019 in the Council Chambers, City Hall, 109 Maddox, Amity, Oregon.

Councilors Present

Councilor Ryan Lehman, Councilor Caralyn Miller, Councilor Nickolas Wilkinson and Mayor Michael Cape

Councilors Absent

Robert Andrade and Joshua Simonson

Staff Present

City Treasurer/Recorder Natasha Johnson, and Public Works Superintendent Gary Mathis

CONSENT AGENDA: Councilor Miller moved to approve the Consent Agenda. Councilor Lehman seconded and with no further discussion motion passed 4-0.

OLD BUSINESS:

- A. Recology Annual Rate Review: Councilor Lehman move to approve Recology annual rate review and Councilor Miller seconded motion. With no further discussion motion passed 4-0.
- B. City Council Vacancy: Applicant Jenna Martinez was present. Councilor Lehman asked applicant why she wants to be on the Council. Applicant Martinez explained why she wants to be on the Council. Mayor Cape asked applicant what she thinks are the two issues with the city. Applicant Martinez explained not to involved in what has been going in the City. Mayor Cape explained Applicant hasn't been in city for a year yet and went over the different options. Applicant is 4 ½ weeks away from being a resident for a year. Councilor Miller brought up would be nice to have her on the Council now rather than an advisory position. Councilor Lehman moved to have Jenna Martinez as a pro temp councilor with her swear in following her one year with the City. Councilor Miller seconded motion. Mayor Cape asked if any further discussion. Councilor Lehman said this would give her time to get caught up with what has been going on. Councilor Miller went over when the committee meetings are. With no further discussion motion passed 4-0. Mayor Cape invited Martinez to join the Council and explained she can provide input but not vote on it.
- C. Joshua Simonson Resignation: Councilor Miller moved to approve Councilor Joshua Simonson Resignation and Councilor Lehman seconded. With no further discussion motion passed 4-0.
- D. Grate/Sidewalk sections to be fixed on Trade St.: Mayor Cape asked if any discussion and there was none. Public Works Gary Mathis did explain what Public Works was planning on doing regarding the item.
- E. MWVCOG Planning Services Contract Renewal: Mayor Cape gave explanation of planning contract and when current contract expires and if want to continue using them. Councilor Lehman moved to approve MWVCOG Planning Services Contract Renewal. Councilor Miller seconded motion and with no further discussion motion passed 4-0.

- F. Audit Contract & Discussion concerning June 30, 2019 Audit: Mayor Cape explained contract. City Recorder Johnson explained Auditor just sent email same day about cost changing due to City switching to Accrual Basis and not Cash Basis. Mayor Cape suggested table it until we have new contract. Council agreed to table and wait for new contract.
- G. Resolution for Issuance of a Water Revenue Bond – Resolution 2019-06: Mayor Cape explained resolution. The Resolution is issuance that the City will be able to pay back the loan to USDA, which would include raising customers using rates. Councilor Wilkinson moved to approve Resolution 2019-06. Councilor Miller seconded and with no further discussion motion passed 4-0.
- H. PUBLIC HEARING – Budget FY 2019-2020: Mayor Cape opened the public hearing for Budget FY 2019-20. Mayor Cape asked if anyone from the public had any comments. There were no comments from the Public. Mayor Michael Cape closed public hearing.
- I. Resolution to reclassify Budget 2018-19 appropriations to match revised fund structure and chart of accounts – Resolution 2019-07: Councilor Wilkinson moved to approve Resolution to reclassify Budget 2018-19 appropriations to match revised fund structure and chart of accounts – Resolution 2019-07. Councilor Lehman seconded motion and Mayor Cape asked if further discussion. Consultant Kathy went over the structure of accounts and how the amounts all matched. Without further discussion motion passed 4-0.
- J. Resolution to Adopt Modified Accrual Basis of Accounting as of June 30, 2019 for budgeting and for books of accounts 2019-01: Councilor Lehman moved to approve the Resolution to change the basis of accounting for the City of Amity from cash basis of accounting to modified accrual basis of accounting on or before June 30, 2019. Councilor Miller seconded motion and without further discussion motion passed 4-0.
- K. 2019-2020 Budget Appropriations – Resolution 2019-02: Councilor Wilkinson moved to approve the Budget FY 2019-20 as described by at Ad Valorem Tax rate 3.6105% per 1000 at collection to Yamhill county. Councilor Lehman seconded motion and motion passed 4-0.
- L. Election to Receive State Revenue Sharing – Resolution 2019-03: Mayor Cape explained this is an annual thing the City does to get State Revenue Sharing. Councilor Miller moved to approve Resolution 2019-03, a resolution declaring City of Amity's election to receive state revenues for FY 2019-20. Councilor Lehman seconded motion and without further discussion motion passed 4-0.
- M. Certifying the City meets all requirements to receive State Shared Revenue – Resolution 2019-04: Councilor Lehman moved to adopt Resolution 2019-04, a resolution certifying that the City of Amity meets all requirements to receive state shared revenues for FY 2019-20.

- N. Volunteers' Worker's Compensation Coverage – Resolution 2019-05: Councilor Miller moved to approve Resolution 2019-05, a resolution extending the City of Amity's Worker's Compensation coverage to volunteers of the City of Amity. Councilor Wilkinson seconded motion. Mayor Cape explained why this Resolution is so important. Without further discussion motion passed 4-0.
- O. CIS PC Package and Work/Comp Renewal: Councilor Miller moved to approve CIS PC Package and Work/Comp Renewal from July 1, 2019 to June 30, 2020. Mayor Cape asked City Recorder Johnson to explain the renewal. City Recorder Johnson explained it's the Insurance for automobiles and workers comp for City Employees. Without further discussion motion passed 4-0.

NEW BUSINESS:

- A. Emergency Water Filter Improvements: Mayor Cape explained one of the filter trains at the treatment plant isn't working and our Engineer Olsen said it's an emergency to get the filter replaced and to get this approved. Olsen explained since this work won't affect the environment then Rural Development is ok with the purchase of the equipment and to get it running correctly, as this is one of the conditions from USDA. City Attorney Monahan explained there are two options: one would be to get three bids to provide the equipment. Mayor Cape explained there are only two companies that provide the equipment. The second option is the Sole Source method. That is to hire company that has the equipment to do the work and make sure meets the specs and requirements and getting a good price. City Attorney said good idea to make Council aware of the Sole Source Method and no behind the back handshakes and that the Council approve the method. Mayor Cape explained typically the City Administrator would be the one to go thru all the paperwork to authorize the purchase of equipment. This would authorize Mayor Cape in lieu of Administrator to start the process to purchase the equipment and to work with the attorney and engineer. The estimate for the equipment is around 50k and will take around 12 weeks for the equipment to be delivered. The City can go thru the normal bid process to select contractor for the installation and work at the treatment plant to install equipment and this would happen when New City Administrator Michael Thomas will be working at the City and Michael Thomas can oversee the bid process. Councilor Lehman moved to approve the ability to use sole source precedent for the purchase of the equipment. Councilor Miller seconded motion and with no further discussion motion passed 4-0.
- B. 200 KG Reservoir inspection, cleaning and repair: Public Works Superintendent Mathis went over the background and explained that there is a leak at the reservoir. Mathis went over the two bids and explained the pricing and what is all included. Mathis never heard from the third bid. Councilor Lehman moved to approve Public Works to move forward with the AAC Diving Proposal. Councilor Wilkinson seconded and with no further discussion motion passed 4-0. Mayor Cape asked City Recorder Johnson if we have money in our budget to be able to do this. Mayor Cape went over when the process could start. Johnson went over how much is in the budget and there is approximately 30k left in the budget. Councilor Miller asked if this could be rolled over into the new project and Mathis explained it cannot. Mayor Cape said owe the owner of the property an apology. Councilor Lehman asked if causing damage to his property. Mathis explained what is happening to his property due to the leak.

- C. Mayor Cape went over the easement purchase agreement that he received from Planner Byram and that everyone that has been involved have all agreed on the offer and will be sending to property owner for her approval. There is a conference call next week with follow up on the easement and another extension for the CDBG project since it is set to expire in July. Explained tied up 2.5 million dollars and haven't spent it. The 50k for the emergency will show them were moving forward and will make them happy. Still waiting on the artifacts report to come back for the project.

**Approved by City Council August 7,
2019**

Michael Cape, Mayor

Attest:

Natasha Johnson, City Recorder